



## OFFICE MEMORANDUM

**DATE:** July 10, 1995

**TO:** District Engineers  
District Field Engineers  
Resident/Project Engineers  
District Resource Specialists

**FROM:** Robert A. Welke, Deputy Director  
Bureau of Highways

**SUBJECT:** **CONSTRUCTION CIRCULAR LETTER 1995-4**  
**Removal of Underground Storage Tank Contracts/  
Landfill Acceptance of Fuel Contaminated Soil**

As recommended by the Joint Contractor/M\$DOT Committee on Earthwork, a contract has been established to remove underground fuel storage tanks found during the construction of road and bridge projects with the intent of reducing contractor downtime and reducing removal costs. This contract is regional (Districts 3 and 4, Districts 5 and 6, Districts 7 and 8, and Metro District) and is in effect from July 10, 1995, through December 31, 1995. Although at present these contracts are for use solely in the Lower Peninsula, it is hoped that future contracts will be available for use for Upper Peninsula tank sites also.

This contract shall be used for removal of underground storage tanks found on all active state trunkline construction projects where there is no existing contract item for removal of underground storage tanks. Active local agency federal/state aid construction projects are also eligible to use this contract. In all cases, the tank(s) to be removed must be located within the M\$DOT or local agency right-of-way. Tank removal costs will be charged against the construction project and will be in accordance with the regional unit prices bid. Based on competitive bid procedures, Mackenzie Environmental of Grand Ledge was awarded the contract for this work during this round of bidding. Their contract requires removal of the underground storage tank within seven working days after notification by the M\$DOT Geoenvironmental Unit.

When an underground fuel storage tank is located under the conditions described above, the following procedures are to be used.

1. The Resident/Project Engineer assigned to the state trunkline project or the local agency's Project Engineer shall notify James Woodruff of the Materials and Technology Division, Geoenvironmental Unit, by telephone at (517) 322-1205 or FAX at (517) 322-5664. If James Woodruff is unavailable, contact Len Hable by telephone at (517) 322-5698 or Tom Work by telephone at (517) 322-6185. Such notification shall include the following information:
  - Verification that the tank is located within M\$DOT or local agency right-of-way.
  - The address and nearest intersection of the tank location.
  - The size of the tank and tank dimensions, if known.
  - The type of tank (e.g., steel, fiberglass)

- The contents of the tank, if known (e.g., gasoline, diesel fuel, water).
- Confirmation that the utilities have been located through MISS DIG. (If they have not yet been confirmed, contact Jeanette Everett at Mackenzie Environmental at (517) 627-8408 and she will contact MISS DIG).
- The project number and appropriate coding associated with the active construction project will be given to the Geoenvironmental Unit for preparation of the payment voucher.
- The FAXing of a map or sketch of tank location to James Woodruff.

2.The Geoenvironmental Unit, Materials and Technology Division, then performs the following operations:

- Notifies the Michigan Department of Natural Resources (MDNR) and provides MDNR with a 30 day notice waiver request.
- Notifies Mackenzie Environmental of the tank's existence and FAXes them the map or sketch provided by the Resident/Project Engineer.
- Registers the underground fuel storage tank.
- Provides resource personnel on-site.
- Samples the soil under the tank after its removal.
- Determines whether additional contaminated material is to be removed from below the tank (100 cubic yards maximum).
- Provides MIG number.
- The Geoenvironmental Unit will receive the original invoices and pay the invoices by way of payment voucher(s), a copy of which will be sent to the Resident/Project Engineer or Project Engineer for their files. (A review of the original invoices for the work by the Resident/Project Engineer on assigned state trunkline projects or the local agency's Project Engineer, their approval stamp on the original invoices, and their mailing of the original invoices to James Woodruff, Materials and Technology Division, M\$DOT, P.O. Box 30049, Lansing, Michigan 48909, is first required.)

3.Mackenzie Environmental's responsibilities include the following:

- Sample tank contents within three working days after being notified by the M\$DOT Geoenvironmental Unit.
- Starts tank removal within seven working days after being notified by the M\$DOT Geoenvironmental Unit.
- Provides original invoices and all other appropriate documentation to the Resident/Project Engineer on assigned state trunkline projects and the local agency's project engineer for their review, approval, and submission to the Geoenvironmental Unit for payment.

A copy of the Requests for Bids detailing the scope of work to be performed by the contractor, Mackenzie Environmental, and a copy of the contract will be sent under separate cover to District Field Engineers for their distribution to their Resident/Project Engineers assigned to state trunkline projects. This detail includes a typical cross section surrounding the tank. For reference, the unit prices established

in the approved contracts with Mackenzie Environmental are attached. The District Resource Specialists are being forwarded all of the above separately by the Geoenvironmental Unit.

For information, a list of statewide landfills who will accept contaminated soil (diesel or gasoline) generated from M\$DOT active road or bridge construction projects is also attached as recommended by the Joint Contractor/M\$DOT Committee on Earthwork.

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Deputy Director - Highways

BH:CD:RAW:MLL:jp  
Attachments

Subject Index: Environmental

cc: R. Welke  
T. Coleman  
G. Taylor  
P. Isom  
J. O'Doherty  
R. Maki  
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